

**STATE OCCUPATIONAL THERAPY LICENSURE BOARD**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 7/31/2012**

**BOARD MEMBERS PRESENT:** Corwin Sutherin - Chair  
Caren DeAngelis  
Diann Davis-Martin  
Kristin Magruder

**BOARD MEMBERS ABSENT:** Michael Spero

**BUREAU STAFF:** Dawn Hall, Administrative Support Manager  
Joan Callahan, Intern  
Cherie Simpson, Management Assistant  
Carrie Gilstrap, Technical Records Specialist II

The meeting was called to order at 9:00 AM MDT by Corwin Sutherin.

**APPROVAL OF MINUTES**

Ms. DeAngelis made a motion to approve the minutes of June 21, 2012. It was seconded by Ms. Davis-Martin. Motion carried.

**FY 2013 RENEWAL CONTRACT**

Ms. Hall presented the FY 2013 renewal contract to the members of the Board. Ms. Davis-Martin made a motion to accept the contract and authorize the Chair to sign on behalf of the Board. It was seconded by Ms. Magruder. Discussion was held. Motion carried.

**OLD BUSINESS**

**REVIEW PROPOSED LAW/RULE CHANGES**

Discussion was held regarding the proposed rule change to 011.02.c. Ms. Magruder inquired as to the Board's intent on the level of supervision intended and also expressed concern over the definition of the term periodically which is also used in the supervision rule.

Ms. DeAngelis excused herself from the call. Following further discussion a motion was made by Ms. Davis-Martin to adopt the change drafted in Rule .011.02.c as provided in the draft and to also include "at

the discretion of the occupational therapist.” It was seconded by Ms. Magruder. Motion carried.

## **NEW BUSINESS**

### **BOARD INFORMATION TO LICENSEES/PUBLIC**

The Board discussed methods it can use to ensure licensees are provided with the most current and accurate information.

Ms. Magruder made a motion to direct the Bureau to draft language for a postcard to be sent informing licensees of recent Board actions and of the Frequently Asked Questions (FAQs) page where most of their licensing questions can be answered. The motion also provided that the postcard be run by the Chair prior to being sent out. It was seconded by Ms. Davis-Martin. Motion carried.

### **EXECUTIVE SESSION**

Ms. Davis-Martin made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Magruder. The vote was: Mr. Sutherin, aye; Ms. Davis-Martin, aye; and Ms. Magruder, aye. Motion carried.

Ms. Davis-Martin made a motion to come out of executive session. It was seconded by Ms. Magruder. The vote was: Mr. Sutherin, aye; Ms. Davis-Martin, aye; and Ms. Magruder, aye. Motion carried.

### **APPLICATIONS**

**OT-1161** Ms. Davis-Martin made a motion to approve the application for endorsement licensure for Samantha Hill. It was seconded by Ms. Magruder. Motion carried.

**NEXT MEETING** was tentatively scheduled for October 19<sup>th</sup>, 2012 at 9:00 AM MDT. Ms. Gilstrap will contact the other Board Members to confirm their availability.

### **ADJOURNMENT**

A motion was made by Ms. Davis-Martin to adjourn the meeting at 10 AM. It was seconded by Ms. Magruder. Motion carried.

---

Corwin Sutherin, Chair

---

Caren DeAngelis

---

Diann Davis-Martin

---

Michael Spero

---

Tana Cory, Bureau Chief